

 Operational Safety Guideline Electric Hand Plane	No. 18 Authorised By: Ass. Dir. Infrastructure Planning & Compliance
Issue Date: September 2013 Last Reviewed: September 2013 Next Review Date: September 2014	Page Number: 1 of 2

DO NOT use this machine unless you have been trained in its safe use and operation.

Description of Work:	Using a Planer (electric)
	Potential Hazards: Mechanical and electrical hazard with the potential to cause harm through impact and cutting, and exposure to sharp objects.

Personal Protective Equipment (PPE) Required <i>(Check the box for required PPE):</i>						
 Gloves	 Face Masks	 Eye Protection	 Welding Mask	 Appropriate Footwear	 Hearing Protection	 Protective Clothing
☐	☐	☒	☐	☒	☐	☒

Safe Work Checklist:
1. PRE-Operation: - Task (e.g. Drawings, instructions, specifications etc) is clearly understood. - Ensure the piece of timber is well supported. - Ensure correct height to be planed is set. - Ensure all guarding is in place. - Check that timber is in good condition and free from foreign materials (such as nails). - Identify ON/OFF switch. 2. Operation: - Only use as per directions in User Manual. - When planing the timber, ensure it done the grain of the wood. - Keep hands clear of work piece and away from blade. 3. POST-Operation: - Carefully dispose of waste material.

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Competent Persons (The following persons are authorised to operate the equipment).		
Name:	Title:	Contact Details: